

January 21, 1941.

The faculty met in regular session  
January 21st.

All members were present.

Group hospitalization was again discussed. Representatives from two insurance companies were present, and explained in detail how this type of insurance may be obtained. No definite decision was reached, and the matter was finally dropped.

President Vaughan stated that he would like to continue the discussion of the educational meeting held at Richmond in September, and Dr. Judd gave a very interesting report of the meeting.

It was announced that the next faculty meeting date would be Monday, February 3, the opening of the second semester, and the question was raised as to whether or not the meeting should be postponed. It was moved by Mr. Fincel that the meeting be held at the regular time. Motion was seconded and unanimously carried.

Adjourned at 4:30 P. M.

*Anna B. Carter*  
Secretary



February 18, 1941.

The faculty met in regular session on February 18th. Practically all members were present.

President Vaughan informed the faculty of the recent "Bagby Scholarship", given by Mr. R. M. Bagby, of Grayson, Kentucky. He explained that this scholarship, amounting to \$250.00, is to be given some honor graduate of the Prichard Memorial High School of Grayson, and is to be applied on the expenses of the student while attending the Morehead State Teachers College.

The President stated that he had just received a report from the American Council on Education, on the study being made on Seven Teachers Colleges participating in the Cooperative Study of Teacher Education. He stated that these reports could be obtained direct from the American Council on Education, at a price of 15¢ each, or that they could be ordered through the president's office.

Mr. Lappin then took the floor, and gave a very interesting talk on the subject of "The Improvement of Indtruction", after which he offered the following motion:

"I move the establishment of a standing committee to be known as the Committee for the Improvement of Instruction. This committee shall be composed of the Dean of the College as Chairman, and eight members to be elected by the faculty. Of these eight members, two shall be elected by the department heads from their own number, two by the training school staff from that division, and four by the remainder of the faculty from their group. After the first election four members shall be elected annually, one from each of the first two groups indicated above and two from the third, the vacancies to be determined by lot the first year and thereafter the election shall be for a two-year term. In the event that a vacancy occurs for any other reason it shall be filled by election. In all such instances the election shall be by the faculty group concerned.

It shall be the duty of this Committee for the Improvement of Instruction to carry on a continuous study of the instructional program of the college, to report its plans and findings to the faculty for consideration, and to make recommendations to the faculty concerning specific studies which it feels should be undertaken together with suggestions concerning the personnel of any special committees it may desire to have established."

The motion was seconded by Mr. Horton, and after considerable discussion, and a vote on the same, carried.



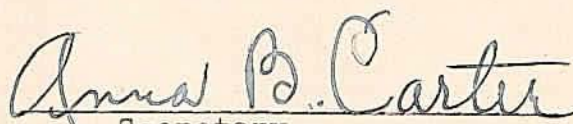
Minutes of February 18, 1941, continued -

President Vaughan excused himself from the meeting, to fill a speaking engagement before the Rotary Club at Maysville, at which time Dean Lappin took the chair.

The matter of the K. E. A. Breakfast was brought up. Dr. Terrell moved that we have the Breakfast at the same time and place as last year. Motion was seconded by Dr. Hoke. Carried. It was commonly agreed to invite members of the Alumni to the Breakfast this year.

Dean Lappin asked department heads to get material for summer school schedules to him by the end of the present week.

Adjourned at 4:35.

  
Secretary

March 18, 1941.

The faculty met Tuesday, March, 18th, at  
3:30 P. M.

President Vaughan discussed with the faculty the advisability of continuing Tuesday chapels. He urged the faculty members to attend, and to help stimulate students in this devotional period.

The Morehead breakfast at K. E. A. was discussed. It was agreed that announcements should be sent to all Morehead Alumni, and that there should be somebody in the Morehead Booth to sell tickets. Motion was carried for the faculty to encourage the Alumni to attend the breakfast, but to have them buy their own tickets.

Dean Lappin, Chairman of the Committee on the Improvement of Instruction, gave a report, and asked the faculty to rank in order of importance the items included in the classification of suggestions for improvement of instruction. Each faculty member was requested to indicate which topic he or she would be interested in, and be willing to make further study.

Adjourned at 4:30.

  
\_\_\_\_\_  
Sec. Pro Tem

April 24, 1941.

The regular faculty meeting for April was held on Thursday, the 24th, in the cafeteria. This was a dinner meeting, honoring President Geo. A. Selke, of the State Teachers College, of St. Cloud, Minnesota. Out of town guests included Dr. and Mrs. H. L. Donovan, Mr. and Mrs. W. F. O'Donnell, and Dean W. C. Jones, of Eastern State Teachers College. Superintendent and Mrs. Roy E. Cornett of Morehead were present also.

President Selke spoke on the subject, "America's Mission."

No business was taken up, but a most enjoyable evening was had.

*Anna B. Carter*  
Secretary

*sent 11/11/41*



May 20, 1941

The faculty met in regular session May 20, 1941.

President Vaughan stated a Board of Regents meeting would be held soon, and that he would be glad to confer with any who might have matters that should be placed before the Board.

The question of students leaving chapel before the exercises are over was discussed. It was the concensus of opinion that both the faculty and student body should remain for the entire program.

President Vaughan announced that the Teachers Training Conference for this year would be held at Bowling Green, September 8-12. He expressed his desire for all who could conveniently do so to attend the meeting. He asked those who were going to notify Mr. Lappin or him as soon as possible.

It was announced that the local draft board had sent out notices to all students and others who are registered here, but whose homes are elsewhere, particularly those living outside of the state, to get their physical examination before they go home. He also stated that a large number was expected to be drafted in June and July, and that it was much better to get this examination here, rather than to have to return to Morehead for it.

Unfinished business from the last meeting was then taken up. Mr. Van Antwerp, Chairman of the Committee on Class Absences, distributed mimeographed copies of the Committee's report. After considerable discussion, Holtzclaw moved that the report be adopted. Falls seconded the motion. Carried. Moved by Mr. Van Antwerp that we experiment by carrying out the report during the summer school Motion seconded by Falls. Carried. The report follows:

"The present system of handling class absences has been criticized on various points, some of which we may suggest:

1. Unnecessary burden on instructors to give special examinations; which examinations quite easily become a perfunctory compliance, rather than an attempted measure of missed work.

2. Absences totaling required number may be some weeks apart making testing of work missed almost an impossibility.

3. Difficulty of determining which are truly excusable absences and which simply plausible explanations.

4. Uneconomical use of Dean's time.

5. Uneconomical use of Mrs. Manning's time being practically a fulltime routine.



Minutes of May 20, 1941 - continued

6. Really almost impossible to check correctly any absences except those from the two girls' dormitories.

7. Some departments handle their own absences, hence breaking down whatever value uniform practice may have.

Assuming present system is not working satisfactorily your committee makes some recommendations:

1. Checking on class absences shall devolve upon the instructor, who shall record; determine whether absence is excused or unexcused; and set up "make-up" work which seems necessary.

2. Under no circumstances can a student expect to receive credit in a course if his total absences, from all causes, exceed 20% of the number of class meetings in any semester.

3. Each instructor shall file with his mid-semester and semester grades the number of class absences of each student; and in addition individual absences shall be filed in the Dean's office for the last class meeting preceding and the first meeting following any vacation or holiday.

4. Excessive absences resulting in poor academic work, or any difficulty jeopardizing the students attaining a passing grade would be reported directly to the Dean's office.

Four general principles are suggested for emphasis to make the proposed changes more effective:

1. Teaching must be "stiffened" enough to make attendance essential at every class meeting, if the student anticipates even moderate success in the course.

2. Students should be scheduled more in line with classification, eliminating upper division people from lower division classes and vice versa.

3. Instructors should be extremely careful in requesting excuses for students from other classes in order to allow them to participate in some activity, observation, trip, etc. in their own course.

4. No departmental regulation regarding absences shall be different in form or spirit from the general regulations.

### ABSENCES

When a student enrolls he is expected to attend all regular exercises of the college. Class absences seriously hinder scholarship and the college authorities request the cooperation of the parents in reducing absences to a minimum. Parents are, therefore, urged to refrain from asking permission for students to be absent preceding or following a



Minutes of May 20, 1941, continued -

holiday or to take frequent trips over the week-ends.

A student who is absent from the last class meeting preceding the first class meeting following any vacation or holiday will be penalized one-half hour of general credit for each class absence (unless he presents a satisfactory excuse to the Dean of the College. Arrangements must be made for such excuses before the absence is incurred whenever it is possible to do so.) In any event arrangements for such excuses must be made within three days after the student returns to class.

Other absences within a semester are generally left to the instructors of the classes in which they occur. Students are expected to explain to their instructors the causes of these absences and to make up all omitted work to the satisfaction of their instructors. Cases of extended or repeated absence will be referred to the Dean and will be dealt with by him or by the Committee on Student Relations.

Credit will not be granted in any course if a student's total absences in the course, from all causes, exceeds 20 per cent of the number of class meetings in any semester or term.

Report filed May 5th. Accepted by faculty May 20th. Committee: Keller, Bradley, Len Miller, Lappin and Van Antwerp.

Motion by Dudley that a student entering class late be allowed the maximum 20% absences during which time he is a member of the class. Motion seconded by Holtzclaws. Carried.

Mr. Banks, Chairman of the Committee on Faculty Professional Standards and Ethics, then reported for his committee. Copies of his report were distributed, and after considerable discussion, the chairman moved the adoption of the report. Motion was seconded by Miss Moore. Carried. The report follows:

#### REPORT OF THE COMMITTEE ON FACULTY PROFESSIONAL STANDARDS AND ETHICS.

Realizing that a college blesses or curses the world by the kind of students it turns out and that students are moulded and stamped by the morale and mood of the campus they frequent and that the faculty set and retain the character and tone of the institution, the Committee on Faculty Professional Standards and Ethics has searched for a few practical suggestions that would serve as a starting point to rally, fuse, and articulate into a more unified, harmonious, and intellectually crusading body the members of the faculty of Morehead State Teachers College. A college that meets the intellectual and social demands of any period is a college



characterized by a high faculty morale and institutional esprit de corps. A Morehead faculty roster reveals the individual qualities of training, experience, and cosmopolitan breadth. The aim is to transform these into an organic educational force to lift and refine and enrich the mental and cultural life of Northeastern Kentucky. Each faculty member on this campus is challenged with a deep sense of mission and is exhorted to consecrate himself to his particular task and to the task of the college as a whole with still-more-determined zeal and effort. A well-mapped virgin area awaits the stroke of statesmanship in higher education to call forth the sleeping human resources of this region and weave them into a more adequate design of life and living for this entire section. Your Committee humbly begs the privilege of submitting the following suggestions for your earnest, honest, critical consideration:

1. Because mental growth is often stimulated by fresh and enlarging personal experiences, we feel that each faculty member should be advised and urged to take his sabbatical year when it is due and use it for advanced study at some recognized academic center or for worthwhile travel.
2. We think it would be well for each instructor, from time to time, to re-examine each of his courses in the light of current conditions to see that each meets a specific present or future need.
3. We are of the opinion that each instructor should likewise probe his own feelings periodically to assure himself that he still retains enthusiasm for the content, the purposes, and the spirit of each separate course he is scheduled to teach.
4. We recommend that each instructor take frequent stock of his own mental resources to convince himself that he is keeping qualified and competent to conduct each of his courses in a way that is commensurate with sound instruction.
5. We emphasize the scruple of each instructor laying it upon his conscience as a special burden to be punctual and faithful in meeting his classes and to be prepared to engage them for the full period of each meeting in some sort of class activity that is germane to the essential nature of the course prescribed.
6. We proffer the good pedagogical common sense of each instructor scrutinizing himself -- his mannerisms, his eccentricities, his idiosyncrasies -- to see that nothing spectacular, foreign, or extraneous dominates the recitation period to obscure the subject matter, confuse the student, or deflect in any way intellectual



Minutes of May 20, 1941, continued -

pursuit from the facts and principals of life that particular course embodies.

7. We consider it a pre-requisite for teaching that an instructor discipline his speech so that in the classroom it be chaste, well-ordered, free from risque and semi-profane expressions, devoid of violent flares of anger or blustering ill-nature.
8. We believe it would react most favorably upon our common, corporate task if each instructor would plan for some additional larger outlet than the college campus for the play of his intellectual force, in order to make more direct a wider contribution to the general cultural life of the land through civic enterprises, public addresses, scholarly research, and creative writing.
9. We exhort members of the faculty to seek opportunities to be mutually helpful and cooperative when some colleague has achieved creative work really distinctive and worthy and and that they conspire to make known in various honorable ways the merits and the uses of a book, article, project, whose modest author's inhibitions of good taste would naturally keep back from deserved publicity.
10. We challenge each instructor to lay upon his own heart the big obligation of the profession to be, and to continue progressively to be, industrious, conscientious, alert, effective, and, in all ways at all times, worthy of his exalted position as an official guide of youth in this enlarging, ceaseless quest for knowledge and for understanding of the materials of a life that is worth emphasizing and perpetuating.
11. The Committee mentions without recommendation the possibility of occasional exchanges between instructors of M. S. T. C. and instructors of other colleges on some plan worked out by the instructors concerned and approved by the administration.
12. Your Committee endorses the report, "XII, Appointment, academic Freedom and Tenure," endorsed by the Association of American Colleges at its annual meeting, January 9, 1941, and to be presented to the Annual Meeting of the American Association of University Professors in December, 1941, as another step elevating the dignity of the profession and recommends its careful study.

Moved by Mr. Peratt that the committees be commended on the excellent reports made. Motion seconded and carries.

On motion duly made, seconded and carried, the meeting adjourned at 4:40.

*Anna B. Carter*  
Secretary



May 31, 1941.

A Special Faculty Meeting was held, in Room 8, Administration Building, on May 31st, at ten A. M.

President Vaughan announced that Mr. Hogan had requested all expense accounts be turned in prior to June 15th, and that any travel after that date would have to be turned in as of July 1st.

The President stated the baccalaureate services would begin at eleven o'clock, instead of ten thirty as in the past. He suggested that the faculty be present at 10:50, that each choose his partner and march in.

Mt. Lappin, Chairman of the Committee on Certificates and Degrees, read the list of candidates. He stated that each of them had completed the requirements, and moved that each be granted his degree. Mr. Banks seconded the motion. Carried. The list follows:

Bachelor of Arts

Crawford Archibald Venn

Bachelor of Science in Education

Clifton A. Basye  
Ralph Cassity  
Burgess Ray Davis  
Ralph Holbrook

Gilbert Henry Laycock  
James Nelms Poppleton  
Henry A. Shufflebarker, Jr.  
Bernard Joseph Weinfurtner

Catherine Leslie Wellman

Bachelor of Arts in Education

Chrisine Howerton Adams  
Bessie Mae Birchfield  
Bernice Byrd  
Lewis Campbell  
Pauline Elizabeth Cornwell  
A. Bernice McClain Cfaft  
Wanta Mae Frazier  
Roxie Carolyn Glass  
William Edward Hogge  
John Rowan Holbrook- In Absentia  
Samuel Johnson - In absentia  
Byron Lewis

Edna Dalena Manning  
Carol Leigh Patrick  
Frances Kennard Peratt  
Bruce Elgin Rawlings  
Henry Clay Rose  
Victor Stamper-In Absentia  
Jewell Mae Stephenson  
Sallie Williams Summers  
Vertner Wallen Tackett  
Mary D. B. Taylor  
Victor Beverly Varney  
Edmund M. Weicherz

Helen Virginia Young

Graduating with Highest Distinction

Frances Kennard Peratt 2.75

Graduating with Distinction

Clifton Basye 2.27

Gilbert Laycock 2.32

Bruce Elgin Rawlings 2.44



Minutes of May 31, 1941, continued -

It was voted unanimously to grant degrees in absentia to John Rowan Holbrook, Samuel Johnson, and Victor Stamper.

It was also voted unanimously to grant degrees with Highest Distinction to Miss Frances Peratt, with a standing of 2.75; Distinction to Mr. Clifton Basye, standing 2;27, Mr. Gilbert Laycock, standing 2.32, and Mr. Bruce Elgin Rawlings, whose standing is 2.44.

Mr. Van Antwerp then read the list of candidates for the high school diploma, and moved that their diplomas be granted. Motion seconded and carried. This list is as follows:

Ella Florence Alfrey	Nell Marie Alfrey
Hubert Lee Allen	Ophelia Lee Alley
Hazel Christine Bays	Helen Dorothy Crosley
Harold G. Ellington	Milton Evans, Jr.
Marie W. Falls	Joyce M. Flannery
Syble Ruth Garland	Mary C. Haggan
Thelma Lee Hall	Robert L. Hoggs
Janice Sue Jones	Frances M. McGuire
Ernestine C. Powers	Mary Sue Purvis
Mary Lucille Sorrell	Cherie Lou Sheldon Wickham

It was announced that the Monday faculty meeting would be held June 2nd.

Dean Lappin stated there were a number of students who had not completed special examinations, and that these students should not be permitted to take final examinations until their specials have been taken care of.

Adjourned at :10:45.

*Anna B. Porter*  
Secretary



August 4, 1941

The faculty met in regular session, Monday evening, August 4th, at seven o'clock.

The president announced that the Flower Fund had been exhausted, and after some discussion, Miss Moore moved that a new Flower Fund be established, and that each member of the faculty and the administrative staff be asked to donate \$1.00 toward the fund. Mr. Horton seconded the motion. Carried. President Vaughan appointed a committee, consisting of Miss Smith, Chairman, Mrs. Day Secretary-Treasurer, and Stone Jackson, to collect the money.

Motion, made and seconded and carried to reimburse the president \$15.00 already spent for flowers.

The President announced the authorities at Frankfort had decided not to deduct insurance from the monthly salary checks as had been done the past few years. He stated that if any cared to discuss the matter with him, he would be glad to have them call at his office.

President Vaughan requested the faculty and students to go to the publicity office and address cards to former students in an effort to get them back in school.

Announcement was made that the faculty and students would have a swimming party Monday night, at seven o'clock.

Dean Lappin brought up the question of a new plan for Practice Teaching. After considerable discussion, Jennings moved, and George seconded the motion, that the committee's recommendation be accepted. Motion carried. The plan is as follows:

#### MOREHEAD STATE TEACHERS COLLEGE

##### Plan for Selecting Candidates for Teacher Training (Adopted by the Faculty 8/4/41)

##### A. Scholarship

1. All student teaching is postponed until the senior year unless the course is required for issuance of the Provisional Elementary Certificate. This requirement may be waived by the Director of the Training School in unusual cases in which he feels such action to be justified.
2. Not more than three semester hours of credit may be earned in student teaching during one semester or term.



3. Students who teach at the secondary level shall have made an average standing of "1" in all work taken at the time teaching begins and, in addition, shall have earned an average standing of "1.5" in all work taken in the field in which teaching is to be done.
4. At the close of the six semester hours in English Composition a proficiency test in this subject is given and any student who fails to make a satisfactory mark on this test is required to take remedial English work without credit during the first semester of the sophomore year. No student is permitted to do his student teaching until he has earned a satisfactory mark on this English proficiency test.
5. Requirements for the present courses in freshman composition have been modified to the extent that all of these classes will meet three times each week and remedial work in speech may be given two days each week for those who need this special instruction.
6. All freshmen who are candidates for a certificate are given a handwriting test and those who fail to reach a desirable standard are required to take regular instruction in penmanship without credit until the desired standard is reached.
7. The college does not accept transferred credit carrying a mark of "D" until the course is repeated or a subsequent course taken in this institution with a mark of "C" or better. However, "D"'s and "E"'s transferred from another will be considered in computing standing unless they are removed in the manner indicated.

B. Health and Physical Vigor.

Before being admitted to the training school to do student teaching the student must:

a. Undergo a complete physical examination made by the school physician and must be free of disease of the:

1. heart
2. lungs
3. digestive system
4. nervous system
5. thyroid

b. Pass adequate tests for:



1. Hearing
  2. Vision
  3. Presence of social diseases
- c. Be vaccinated against smallpox  
d. Be inoculated against typhoid fever

C. Guidance

A general guidance program is sponsored by the college and each freshman adviser is instructed to report to the Training School Committee, during the first month of the semester, any apparent mental, social, or physical maladjustment possessed by any student in his group which might interfere with that student's efficiency as a teacher. If, in the opinion of the committee, the defect is such as to make effective teaching impossible, the student is notified that professional courses will not be open to him in this institution.

Miss Minish then gave a resume of the Guidance Committee's report. After a prolonged discussion of this, it was agreed to meet Monday, August 11th, at seven o'clock, for a further discussion.

There being no further business, the meeting adjourned.

*M. P. Milton*  
Secretary pro tem



August 11, 1941

Minutes of special faculty meeting held August 11, 1941.

The President asked for suggestions about policy regarding flower fund. Miss Moore suggested that flowers be sent only to members of immediate family, or close relatives of employees and regents. Committee was empowered to send flowers in case of hospitalization.

It was announced that there would be a faculty meeting on Thursday of next week, at 10:10.

Announcement was made that Mr. Young's picture would be shown tonight at 7:30, and that Commencement exercises would be held Thursday evening of next week, at 7:30.

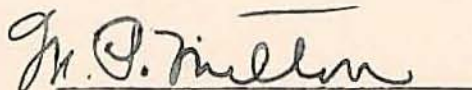
President Vaughan then placed before the faculty the matter of joining the K. E. A. and E. K. E. A. Dr. Falls moved and Miss Moore seconded the motion that we join both associations 100%. Motion carried.

The President announced that the faculty should pay their insurance dues to Miss Carter.

Miss Moore requested, in the name of the A. A. U. W. that all faculty members leave any extra clothes with Miss Miss Smith, Mrs. Rice or Miss Moore.

The Guidance Report was then read by the President. There was some question relative to the delivery of mail to the different buildings. The president suggested that each faculty member to to the post office once each day. There was then a general discussion of the Guidance Committee Report. One of the conclusions was that the advisers were to reserve an hour for conference, and all those who could and would help with the guidance program, were to give Dean Lappin their names within the next two days.

Adjourned.

  
Secretary pro tem







October 21, 1941

The faculty met in regular session October 21, 1941.

The following were absent:

Miss Carr, Miss Catlett, Mrs. Claypool, Mr. Haggan, Coaches Johnson, Laughlin and Miller, F. B. Miller, Mrs. Morris, Miss Neal, Mr. Senff, Mr. George.

Miss Carr was absent on account of illness.

President Vaughan called attention to class absences, and asked all to make proper arrangements with Dean Lappin when it was necessary to be absent from classes. The dean then referred to Section 5 of a report made by a faculty committee, which report was filed May 5th, and accepted by the faculty under date of May 20th. Dean Lappin asked that careful attention be given to that report, and when necessary to be absent from classes to make arrangements in advance. He also felt that any absences should, in some way, be made up.

Chapel attendance by the faculty was again discussed by the president. He expressed a desire that all who could conveniently do so attend the chapel exercises, and especially the Thursday programs.

President Vaughan then read a report which he recently made to the Board of Regents.

Dean Lappin called for preliminary reports by the different faculty committees. Mr. Jennings, chairman of the committee on aims, objectives and curriculum problems, reported for his Committee. He was followed by Mr. George Young, Chairman of the committee on motivation. Both Mr. Jennings and Mr. Young gave splendid reports, and they were well received by the faculty.

The dean announced that he did not plan to send out notices in regard to students being deficient in their classes, as had been the custom heretofore, but that he did feel in fairness to the student, those who reach the danger point should be notified.

Adjourned at 4:30.

  
Secretary



November 18, 1941

The faculty met in regular session November 18th. The following were absent:

Dr. Bach, Mr. Fincel, Mr. George, Mr. Haggan, Mr. Horton, Coaches Johnson, Miller and Laughlin, F. B. Miller, Mr. Mays and Miss Smith.

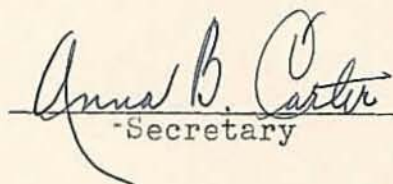
The president made some remarks in regard to the George Rogers Clark Memorial Fund, and stated that all who cared to donate to the fund, to make donations to Mr. George Young, of the Training School.

President Vaughan stated that all those who carried group insurance with the Kentucky Home Mutual Life Insurance Company were now eligible to participate in hospitalization insurance with that company.

The president stated that he had recently attended a meeting of the Council on Public Higher Education for the purpose of considering a quarter system for the state teachers colleges and the university. He stated that no definite action was taken, and that the matter would be reopened at the next meeting of the council.

The remainder of the time was spent in the evaluation of the report made at the last faculty meeting by Mr. George Young, Chairman of the Committee on Motivation.

Adjourned at 4:45.

  
Secretary



December 16, 1941

The regular faculty meeting was held December 16, 1941. All members were present except Miss Bach, Mr. Johnson, Mr. Laughlin, Mr. Mays, Len Miller, Miss Minish, and Miss Sweet.

Miss Sweet was absent due to illness.

The president discussed the war situation at length. He stated the faculty should impress upon the students that now is the best time to attend college. He also read an announcement by President Roosevelt which was read before the meeting of the American Association, urging students to attend college.

Mr. Horton asked for permission for Foster Choral Club to be seated in the front row of the Auditorium for the Thursday Chapel exercises.

Mr. Haggan then made an announcement in regard to the Red Cross. He stated that the Red Cross is now putting on a \$50,000.000.00 drive, and asked those who cared to make donations, to leave them with Miss Carter, in the president's office.

Dean Lappin discussed the matter of low grades and absences. He also stated that the Christmas Holidays would begin at twelve o'clock Saturday, December 20th. He suggested that classes run until that time before dismissing. Mr. Lappin stated that some vacancies needed to be filled on the Committee on Instruction. He called a meeting immediately following the faculty meeting, to be held in Room 9, for the purpose of filling these vacancies, and appointed Dr. Pennebaker to take charge of that meeting. He also asked Dr. Keller to take charge of another meeting for the purpose of filling a vacancy that existed on the training school staff.

It was announced that the report of the Committee on Aims, Objectives and Curriculum was not finally completed at the last meeting, and Mr. Jennings, Chairman of the Committee, was requested to read part of the report again. After considerable collaboration, Mr. Jennings moved the adoption of the report. Mr. Holtzclaw seconded the motion. No vote was taken. Motion lost. The remainder of the time was spent in discussion.

Adjourned at 4:55.

*Anna B. Carter*  
Secretary